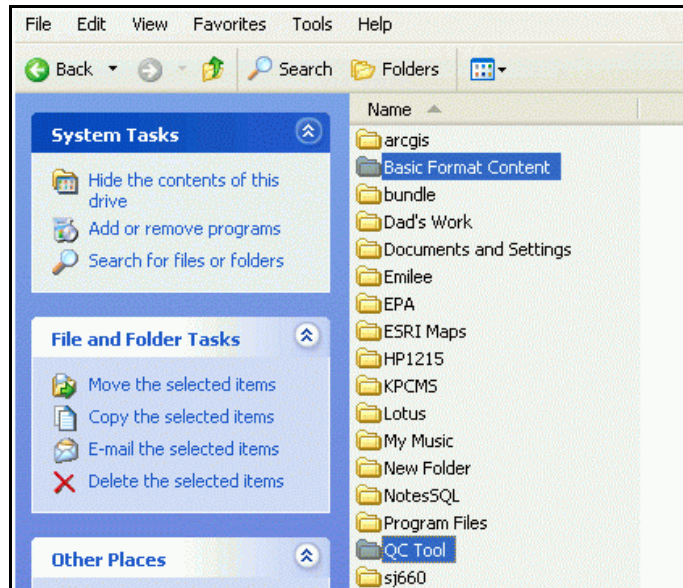


Installation Procedures for the *Basic Format and Content Checker* and the *Extended QC Tool*

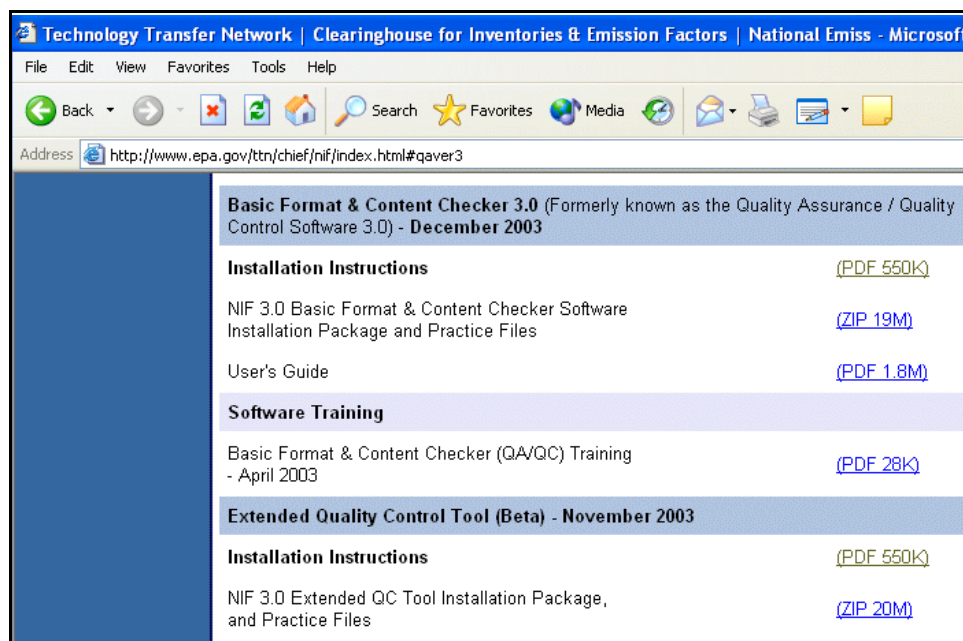
1. Establish two directories on your hard drive:

c:\Basic Format Content

c:\QC Tool



2. Go to <http://www.epa.gov/ttn/chief/nif/index.html#qa> and download the two zip files into their respective folders.



3. Once the .zip files have been downloaded, proceed to unzip the files.

A. Basic Format Content Checker - Contains six files

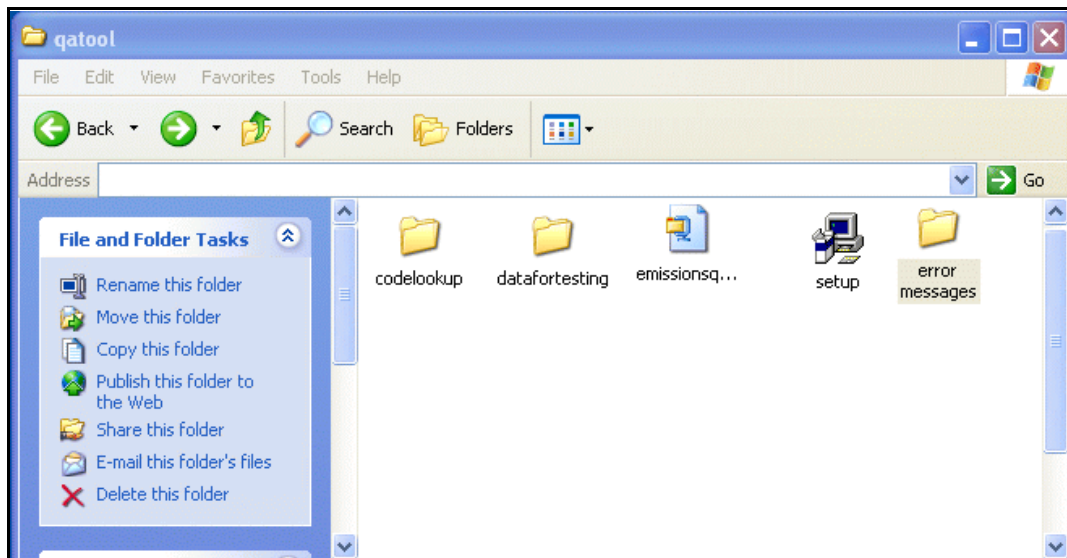
- Code Lookup Directory
- Data for Testing Directory
- Emissions QA Tool CAB
- Setup
- Setup.lst
- bfcclistserv.txt

B. Extended QC Tool - Contains five files

- QC Code Lookup Directory
- QC Data for Testing Directory
- HAPQC.cab
- Setup
- Setup.lst

4. After unzipping the files, go to each directory and double click on “setup” (not setup.lst) and follow the instructions. If you encounter any problems during this process, please contact the Info CHIEF Help Desk at (919) 541-1000.

5. When installation is complete, go back to your Basic Format Content and the QC Tool directories and create a subdirectory in each called “Error Messages.” The software will ask you for a location to save error messages when you start it. Each directory should look similar to the one pictured below.



6. It is now time to test your installs. From the Start Menu, go to Programs and Emissions QA (this name will be changed in the next update to the software). The first screen should look like the one pictured below.

Basic Format and Content Checker

NIF Version 3.0

Source Type

- ☒ Point Sources
- ☐ Area and Nonroad Mobile Sources
- ☐ Onroad Mobile Sources

Perform Content Check?

☐ Click on this box to extend the format check to include range checks and validations of field entries against code tables as part of the QA. Note that the format of the inventory is checked with every run.

Input Format

- ☒ Access database
- ☐ ASCII text files

Next >>

This screen is pre-selected for Point Sources in a Access database. Leave the settings as is and click “NEXT>>.”

The next screen asks you to locate your Code Tables and where you want your error messages to be saved.

Point Source Format

Selected Options

Source Type: Point Format only Input Format: Access database

Select the database of lookup codes

C:\Basic Format Content\CodeLookup\Codes3_0_a00.mdb ...

Select the folder for the messages

C:\Basic Format Content\Error Messages ...

Select the Access database containing the inventory

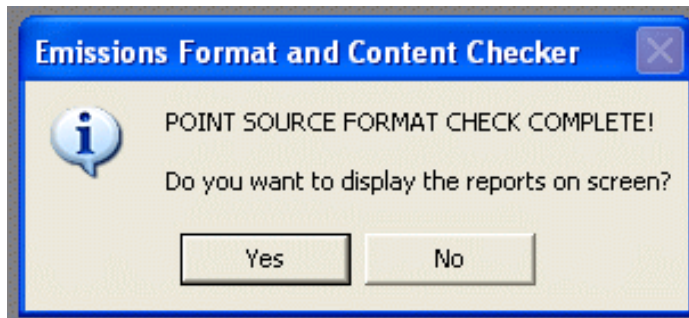
C:\Basic Format Content\Data for Testing\XX99PT_QA.mdb ...

< Back Run >

The Code Table file is located in the Code Table subdirectory of the Basic Format Content directory. The code table is available in both Access97 and AccessXP. The folder for messages is the directory you created entitled “Error Messages.” Next, you will select the data to be tested. There is a sample file under the directory “Data for Testing.” There should be two files. One in Access97 and one in AccessXP. **BOTH FILES INCLUDE ERRORS in the table.** You can use these as an example for correcting errors in the MS Access file. Otherwise, select your own inventory data file.

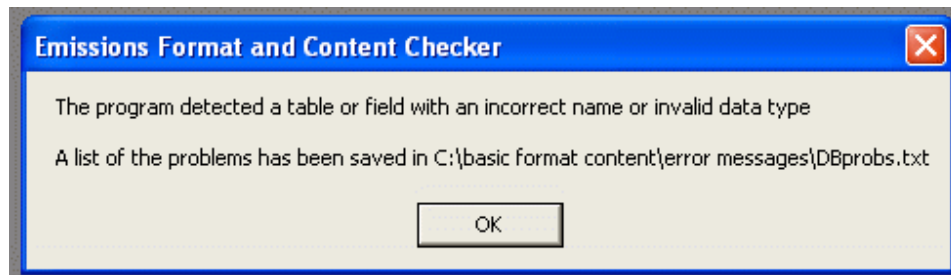
Now, select RUN.

7. It should take 3 - 5 minutes to run the data through the program. If there are no errors you will receive the following message.



To see your reports on the screen, select “Yes.” The reports can be printed from the on screen display. Congratulations! You have successfully run the Basic Format and Content Checker.

If you received an error during the format check, you will get the message below:



Exit out of the Format and Content Checker and open the DBprobs.txt file in the “error messages” folder. The text file will explain the format errors in your inventory data.

8. Open your MS Access file and correct the table where the error has occurred. Correct the error and save the table. Exit MS Access. Run the corrected file through the format checker again.

```
Database for QA/QC : C:\basic format
content\datafortesting\0099pt_qa.mdb

Date & Time of QA/QC : 3/5/2004 9:00:58 AM

Tables:
-----
All Required Tables Are Present

Field Names and Data Types:
-----

TBLPOINTCE
=====
All Fields Exist And Are The Correct Data Type

TBLPOINTEM
=====
All Fields Exist And Are The Correct Data Type

TBLPOINTEP
=====
All Fields Exist And Are The Correct Data Type

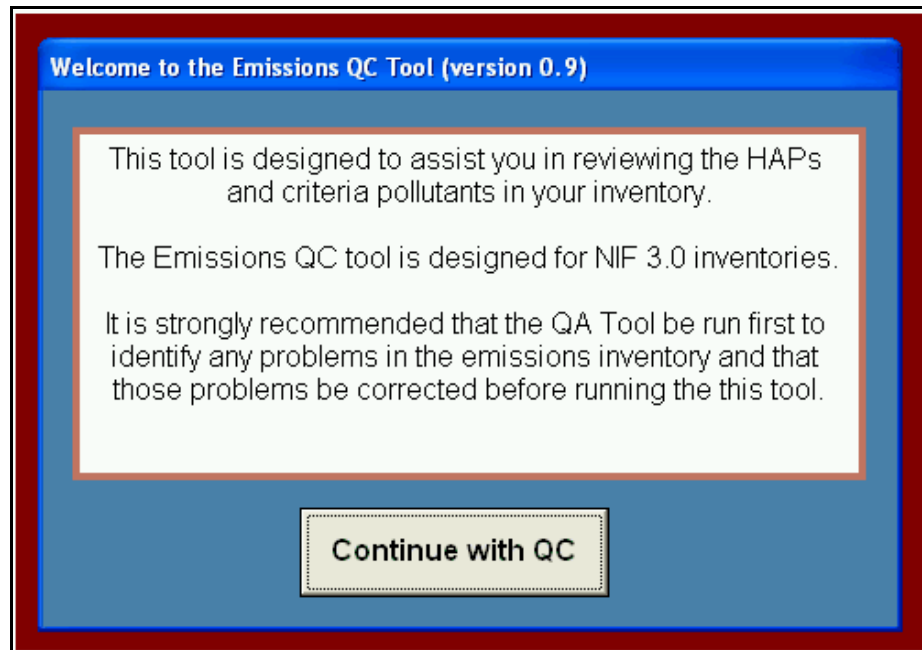
TBLPOINTER
=====
Field Name Not Found: strReferencePointCode
```

The error is in the table 'pointerER.' To correct it remove the 'L' from the strReferencePointCode field name and save the table.

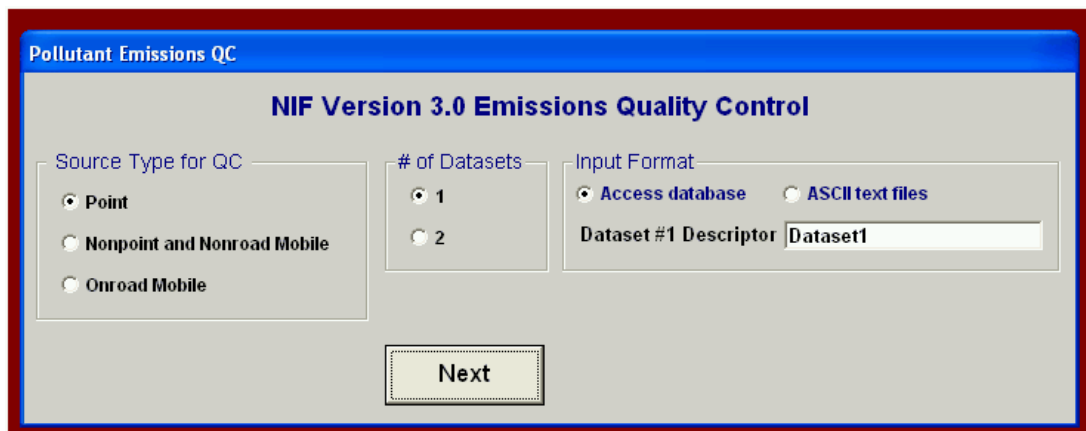
9. If you experience problems installing or running the program, please contact the Info CHIEF Help Desk at (919)541-1000 or info.chief@epa.gov

Extended QC Tool

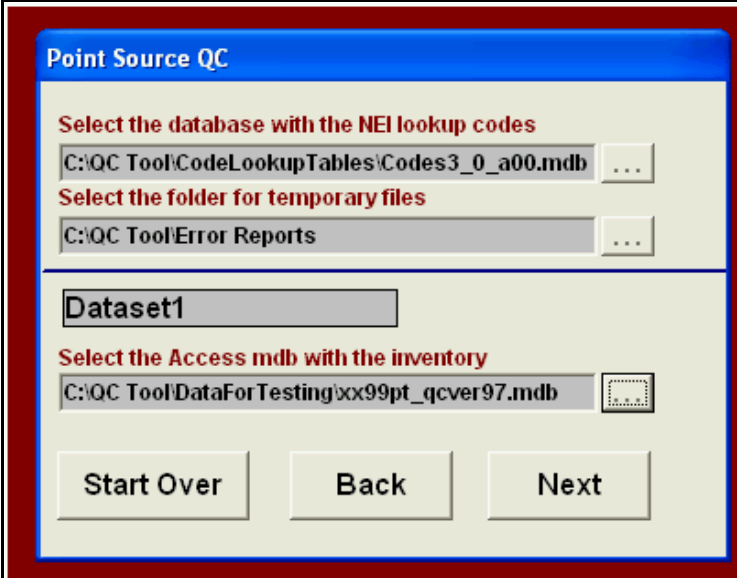
1. Follow instructions 1 - 5 above.
2. It is now time to check the installation of the Extended QC Tool. Go to Start, Programs and Emissions QC Tool.
3. The first screen should look like the one below.



4. Click on "Continue with QC."
5. The next screen, is preset for Point and one dataset in Access. Do not change anything and click "NEXT."

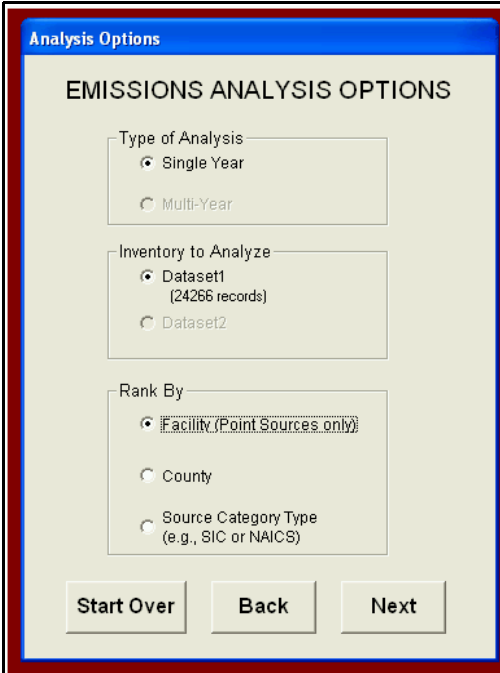


6. As in the Basic Format Content Checker, select the location of the code table, error reports and data for testing in the QC Tool directory. Select NEXT.



The "Point Source QC" dialog box has a blue title bar. It contains three sections with red headers: "Select the database with the NEI lookup codes" with a text box showing "C:\QC Tool\CodeLookupTables\Codes3_0_a00.mdb" and a browse button; "Select the folder for temporary files" with a text box showing "C:\QC Tool\Error Reports" and a browse button; and "Select the Access mdb with the inventory" with a text box showing "C:\QC Tool\DataForTesting\xx99pt_qcver97.mdb" and a browse button. A text box labeled "Dataset1" is positioned above the third section. At the bottom are three buttons: "Start Over", "Back", and "Next".

7. The program will establish support tables and you will receive the following screen:



The "Analysis Options" dialog box has a blue title bar. It features the heading "EMISSIONS ANALYSIS OPTIONS" and three grouped sections. The "Type of Analysis" section has radio buttons for "Single Year" (selected) and "Multi-Year". The "Inventory to Analyze" section has radio buttons for "Dataset1 (24266 records)" (selected) and "Dataset2". The "Rank By" section has radio buttons for "Facility (Point Sources only)" (selected), "County", and "Source Category Type (e.g., SIC or NAICS)". At the bottom are three buttons: "Start Over", "Back", and "Next".

8. Click "NEXT."

9. On the following screen, select Benzene in the pollutant column. HINT: If you put your cursor in the box and type “B”, you cursor will drop to the B’s and make your search easier. Once you have found Benzene, click the “>” to move it to the selected column.

Facility Ranking Criteria

Report By Facility

Display Top 'X' Facilities
X = 10
Maximum = 668

Select Pollutants

180 Pollutants in Inventory
180 HAPs
Arsenic & Compounds (Inorganic Includ
Benz[a]Anthracene
Benzene
0 CAPs
0 in inventory but not in Pollutant Lookup

Selected Pollutants

Select Counties

Include
☒ Selected Counties ☐ Ignore Counties

67 Counties in Inventory
Autauga Co
Baldwin Co
Barbour Co
Bibb Co

Selected Counties

Start Over Back Create Report

10. Now, select “Ignore Counties” and “Create Report.” If you receive a report like the one below, then your installation has been successful. If not, please contact the Info CHIEF Help Desk at (919) 541-1000.

Rank By Facility With Grouping by Pollutant Category

Zoom 100%

Top 10 Facilities - Point Sources Inventory Year: 1999
Dataset1

Ranked By Emissions of Benzene

Min: 5.47487E-06 Max: 1.82000E+06 Std. Dev: 9.22776E+04 Total Emissions (TPY): 1.82059E+06 Contributing Facilities: 389

Rank	Facility Name	Facility ID	County Name & FIPS	Emissions (TPY)	% Contribution	Pollutant
1	International Paper Company Prattville Mill	0001	Autauga Co 001	1.82000E+06	99.9674	Benzene
2	MEAD CORP.	12476	Jackson Co 071	3.24947E+02	0.0178	Benzene
3	Virtigo Petroleum Inc. Flomaton OSD Production & Tr	0805	Escambia Co 053	4.40000E+01	0.0024	Benzene
4	ABC Coke (Drummond Company)	ABCC-T-COP	Jefferson Co 073	2.38913E+01	0.0013	Benzene
5	Shell Oil Products Co.	ESD003	Mobile Co 097	1.63340E+01	0.0009	Benzene
6	Empire Coke Co.	0806	Tuscaloosa Co 125	1.32200E+01	0.0007	Benzene
7	ALABAMA RIVER PULP CO.	12355	Monroe Co 099	1.27285E+01	0.0007	Benzene
8	Hurd Refining Co.	ESD002	Tuscaloosa Co 125	1.20110E+01	0.0007	Benzene
9	BP Amoco Chemicals	0802	Morgan Co 103	9.01000E+00	0.0005	Benzene
10	SCOTT PAPER CO. (GAPPI)	12358	Mobile Co 097	9.00262E+00	0.0005	Benzene
Total =				1.82047E+06	99.99	

C:\DC ToolData\FacilityRanking\0204_01.mdb